

WHAT IS A “PSI”?

Project of Significant Impact (PSI): a construction project having an aggregate total of 10,000 or more sq. ft. of new floor area or a renovation project for a change in use in a building having 15,000 or more sq. ft. The Planning Board evaluates the project’s impact on municipal services and infrastructure and can require upgrades to meet minimum service standards.

HOW DOES THE TOWN REVIEW PROJECTS THAT TRIGGER PSI?

Projects that trigger PSI review require a 3-step process:

1. Special Permit by the Planning Board for the impact on off-site municipal infrastructure.
2. Recommendation from the Design Review Board on the aesthetics of the building and landscaping.
3. Major Construction Project (Site Plan) Review by the Zoning Board of Appeals for the on-site impacts including the architecture, landscaping, parking, zoning compliance, onsite drainage, lighting, snow removal, construction mitigation, hours of use, etc.

HOW IS A PSI SPECIAL PERMIT OBTAINED FROM THE PLANNING BOARD?

The Planning Board is responsible for determining the impact of a PSI on the Town’s existing infrastructure and assessing the costs to upgrade public facilities and equipment to maintain or enhance the current service standards of water, sewer, drainage, electric, traffic and life safety, fire, and refuse.

The Planning Board cannot make a decision until the four review departments (see other side) review and approve the project:

- DPW for the water, sewer, stormwater, refuse and recycling elements;
- MLP for the electric;
- Fire Department for fire protection and life safety; and
- The Board of Selectmen and Beta Engineering (Town’s Traffic Engineers) for traffic and pedestrian safety.

The Board of Selectmen will review the project during a public meeting, while the other departments may review the project internally or ask a consultant to complete a peer review on behalf of the Town.

If the four review departments require improvements, the Planning Board may propose specific design alternatives and/or off-site negotiated improvements to Town facilities to meet minimum service standards and may incorporate these design alternatives and improvements as conditions of the PSI Special Permit.

HOW WILL I LEARN ABOUT A CURRENT PSI PROJECT REVIEW?

1. Contact the Planning Department Staff
 - Call 781 431 1019, extension 2232
2. Visit the Wellesley Planning Department website or Town’s Home page under Current Projects
 - http://www.wellesleyma.gov/Pages/WellesleyMA_Planning/index
3. Abutter Notifications
 - Abutters within 300 feet will receive notifications prior to the first Planning Board public hearing and the first Board of Selectmen public meeting. Check the website for future meeting times if you were absent from a session of the public hearing.

WHAT HAPPENS AFTER THE PLANNING BOARD ISSUES A SPECIAL PERMIT?

1. Appeals: There is a 20-day appeal period following the decision.
2. DRB and ZBA Review: Applicant files for design review and site plan review.
3. Follow up studies by applicant: The Planning Board may require post-development traffic counts to review the accuracy of the traffic projections. The applicant may also be required to identify further actions to mitigate impacts.

MUNICIPAL SYSTEMS IMPACT ANALYSIS

MUNICIPAL SYSTEM	SUMMARY OF MINIMUM SERVICE STANDARD	RECOMMENDATION ISSUED BY	MET?
Utility Capacity	Water: Sufficient capacity to meet flow demands of proposed project without causing water flow characteristics off site to fall below Board of Public Works standards.	Department of Public Works (water, sewer, storm drain)	
	Sewer: Sufficient capacity to meet flow demands of project without causing surcharge in those sewer lines serving the project and consistent with Board of Public Works standards.		
	Storm Drainage: Sufficient capacity to meet flow demands of proposed site without causing surcharge in those storm drains serving the project and consistent with Board of Public Works standards.		
	Electric: Sufficient capacity to meet peak service demands of proposed use without causing service in adjacent areas to fall below standards of Municipal Light Board.	Municipal Light Plant (electric)	
Traffic, Pedestrian and Bicycle Safety	Analysis of existing and proposed traffic elements, including speed, volume, and safety shall be made on impacted signalized and unsignalized intersections, Level of Service, and pedestrian and bicycle travel. Sidewalks within a walking distance of 600 feet shall be evaluated in terms of physical condition, encroachment of vegetation and obstructions and possible links to surrounding neighborhoods.	Board of Selectmen	
Fire Protection and Life Safety	Sufficient municipal fire alarm capacity to meet operating requirements of project under applicable codes, regulations and statutes enforced by the Fire Chief.	Fire Chief	
Refuse Disposal System	Systems consistent with standards adopted by Board of Public Works shall be provided.	Department of Public Works	